

OFFICIAL

FEDERAL CITY PERFORMING ARTS ASSOCIATION, INC.

Meeting
Board of Directors
7 DEC 86
Levine School of Music
1:00 P.M.

| | | | |
|----------|-------------|---------------|----------|
| Present: | | Also Present: | Absent: |
| Bohn | Powers | Sisson | Reynolds |
| Brayton | Rettenmaier | Trinkley | |
| Cooper | Rosendall | | |
| Herman | Sabacek | Also Present: | |
| Kremer | Van Luyn | Sumner | |
| Lester | Ziskind | | |

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[Secretary arrived]

TRINKLEY Spoke of audition notices for the Blade and Post. Especially wants notes for the Post--for people who are looking for a serious singing experience. Notices should be carefully timed. We need 1T and 2B voices.

HERMAN Auditions are scheduled for 3&4JAN87, 12:00-2:00 P.M.

TRINKLEY Prefers 3:00-5:00 P.M., and also for 11JAN87.

ZISKIND & A slip-in page for the program would also be in order

POWERS ZISKIND will provide photocopies for the program; they will also list the concert musicians.

TRINKLEY Will work out pieces for M.L. King Concert appearance.

BOHN TREASURER'S REPORT:
Reviewed Form 990.

ZISKIND Moved approval of Form 990.
CARRIED.

RETENMAIER Reminded that a current dues status is a performance/ membership requirement; dues status should be available for returning members; the dues accounting should be available as soon as possible.

BRAYTON PRODUCTION DIVISION REPORT:
We are under control for the Holiday Concert.
FORD will do a duty roster.
We have a permit for the Departmental Auditorium, through ZISKIND

SUMNER Brought a performance invitation to the Board.
Gamma Mu...social/business group...20th Anniversary.. 15MAY87, Friday...Westin Hotel Ballroom...ca. 1/2 hour program at banquet...ca. 10:00 P.M....up-beat pops program.
\$500.00 donation, plus costs.
Chorus invited to post-dinner party.

SABACEK Moved to accept engagement for \$500.00 donation, plus production costs.
CARRIED.

ROSENDALL Will there be an Assistant Assistant Director.

SISSON Both SISSON and TRINKLEY will work the performance.

RETENMAIER Thanked our "Friend from Capitol Hill" for his continued support, and for the donation for this performance.

SABACEK What about tickets for UDC in spring?
Is a house-plan available?

HERMAN Will look to professional ticket printers.

HERMAN What about Comps, Donors, Levine Personnel for Dec. concert?

ZISKIND 6-8 tickets for Levine for Friday; 2 tickets each to DC Arts Commissioners and to Panelists

BOHN Moved to comp. Levine School of Music 4 tickets for the Friday performance.
MOTION WITHDRAWN.

SABACEK We will acknowledge the Levine School Anniversary.

BOHN Proposed to make the Levine School of Music an honorary member of GMCW, and to make that presentation at a later date.
CARRIED.

TRINKLEY Moved to appropriately announce the Levine Anniversary from the podium, and will dedicate his TAKE JOY to the school.
CARRIED.

POWERS **BUSINESS DIVISION REPORT:**
Presented fee schedule for GMCW and small ensemble appearances.

ZISKIND Moved that the schedule be accepted as presented.
CARRIED.

POWERS Requested input from Music Division to finalize contract with Amy BURTON.

POWERS Will work with BOHN on dues accounts and their set-up

KREMER **MEMBERSHIP DIVISION REPORT:**
Reviewed memo from REYNOLDS.
All is in line for the Holiday Post Concert Party.
HERMAN & Will let the Capital Club know about the BYOB nature
SABACEK of the post concert party.

LESTER **FUND RAISING:**
Reviewed the Capital Club Fund Raiser.
Commented on the speeches of PLATTNER and HERMAN.
We have approximately \$12,000. from that event.
Doug THORN was given Capital Club Membership in exchange for services as a computer expert.

BOHN What responsibility has the Club to the FCPAA Board?
What responsibility does FCPAA have to the Capital Club?

LESTER We have a grant of \$10,000. from the D.C. Commission on the Arts.
Roger BERGSTROM will maintain the project.

LESTER Reviewed the proposed Mardi Gras fund-raiser at the ballroom of the Kennedy Warren.
We should check churches, and other places where we could control the bar.
We should also look to a regular schedule of smaller fund-raisers.

ROSENDALL **PUBLIC RELATIONS AND PUBLICATIONS:**
We have 25 pages of advertizing, and ca. \$3,800. of advertizing income.

HERMAN The Board has responsibility over the Budget.

BOHN It is the responsibility of the Treasurer to inform units of the organization if/when they are going over budget.

ROSENDALL CHORUS CALL is the Program, it is V. 1, No. 1 of a proposed quarterly...we would only need a Fall issue.
There is a need for, word-processing power and for the capability to download to disc.

ROSENDALL Press releases are out.
We will do a press release on our grant.

ZISKIND COMMUNITY LIAISON:
We will send a note of Congratulations to Ms. HAMMOND

SABACEK CAPITAL CLUB LIAISON:
The Club proposes a monthly executive committee meeting to get the officers more involved in the issues.
There is a skills inventory in process in the Club.

RETTENMAIER THE DUDLEY MEMORIAL FUND:
Reviewed endowment funds in general.
Suggested that we live within the guidelines of reserving the principle and using the income for specific projects.

SABACEK There should be some flexibility.
We should check with the Cultural Alliance, other choral groups, GALA, etc. for guidance and input; opinions are needed.
Will coordinate and report for February meeting.

HERMAN STAFFING THE FCPAA OFFICE:
The staff person should:
Know the organization, duties & responsibilities.
Pick-up and route mail.
Act as an office manager--filing, drafting letters doing word-processing, typing, computer input, etc
Selling ads.
Coordinating ticket sales.

SABACEK The office staffer should be considered as a paid position.
We have had both feast and famine in the office.
We do need help in the office.
Persons willing to work off debt, especially scholarship, presents a good deal to GMCW.
We should consider time and talent if this is to be a paid position.
We could provide a stipend for a unit of work as opposed to an hourly rate.
The Business Manager should be consulted.

LESTER We could establish an office volunteer schedule.
We could establish guidelines for part-time employment.

VAN LUYN How much (at what rate) would it take to word off personal debt to GMCW?

LESTER There are questions of continuity, coordination, and training to be considered.

ZISKIND This is a new need.

SABACEK We have professionalized many other areas
Proposed an ad in the Blade, indicating part-time word which may be compensated.
What do we want?
How do we want to go about it?
Does the office have to be staffed?

HERMAN We need a number of things.

ROSENDALL There is a problem of paying ourselves; historically, we have had volunteer positions.

SABACEK Consider 9:00 A.M to 5:00 P.M. hours, vs. post 6:00 P.M. hours; we may have to pay for the resource which we do not have.

LESTER When settled down, this could be a 10 hours/week minimum position.

HERMAN & SABACEK

COOPER
HERMAN How much of that should be from 9-5?
We need a human to answer the phone.
Mail must be picked up at 20th & Pennsylvania Ave.
Ad-sales, billing, replenishing tickets.
What is behind the scenes...to be done at any time?
Should we:
Accept Joe BRANNAN's proposal.
Table with a small committee to look at the options
Look to BOHN and a phone hook-up.
Look to a paid position.

HERMAN POWERS will chair a small committee, to report at
the February meeting.

BRAYTON CONCERT RECORDING:
The recording engineer realizes our/the union
situation.
Release fee is \$100. to the engineer.
Will check with the engineer for March.
\$500. is the reduced fee for video tapes. The
audio track from the video will be available.

ZISKIND We are at the point where we must do union
negotiations, and go to professional recording.

SISSON There is ca. \$20K. involved in this type operation.
Recording contracts are major hassles.

HERMAN THE MARCH ON WASHINGTON:
Reviewed letter from Don NIEHUS on Benefit Concert at
Constitution Hall, 10OCT87.

ZISKIND Recommended acceptance of the performance invitation--
and that our fee is \$750., plus expenses.

VAN LUYN Does the Concert involve the March at all?

HERMAN No.

COOPER Will we be responsible for production and finances?

HERMAN No. We will be guest artists on their program.

TRINKLEY Expressed concern over numbers of people; over Chorus
vs. Band vs. Ensemble.
Inquired of the hall acoustics.

BRAYTON THE PFLAG NATIONAL CONVENTION:
Reviewed performance at the Convention Banquet,
Sunday, 18OCT87. That presents a rehearsal conflict.

SABACEK SMALL ENSEMBLES OF GMCW:
Is not happy with the outcome concerning the Small
Ensembles.
Wanted to address leave, not additional members.

ROSENDALL Should it all be re-examined by the Board?
There will not be a substantial change with 25%

ADJOURNMENT:
Moved that the meeting be adjourned.
CARRIED.

Meeting adjourned at : P.M..

W. F. RETTENMAIER, JR.
Secretary

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